



# Alberni-Clayoquot Regional Hospital District

## BOARD OF DIRECTORS MEETING WEDNESDAY, OCTOBER 8, 2014

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

### AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b> <i>(immediately following the ACRD Board Meeting)</i>	
<b>Recognition of Traditional Territories.</b>	
<b>2. <u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
<b>3. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – September 10, 2014</b>	<b>3-6</b>
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on September 10, 2014 be adopted.</i>	
<b>4. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS (10 minute maximum)</u></b>	
<b>5. <u>CORRESPONDENCE FOR ACTION</u></b>	
<b>6. <u>CORRESPONDENCE FOR INFORMATION</u></b>	
a. <b>Island Health</b>	<b>7-10</b>
Tofino General Hospital and the Helipad News Release – Residents to be Surveyed about Changes to the Delivery of Health Care in Oceanside	
<i>THAT this correspondence be received.</i>	
<b>7. <u>REQUEST FOR DECISIONS &amp; BYLAWS</u></b>	
a. <b>Request for Decision</b>	<b>11-12</b>
Finance Warrant No. 476	
<i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 476 in the amount of \$3,515.28 dated September 30, 2014.</i>	

**8. REPORTS**

- a. Bamfield Outpost Hospital – E. Geall
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. Island Health Capital Planning Committee – P. Cote/C. Solda
- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – J. Osborne/B. Irving
- f. Alberni-Clayoquot Health Network – P. Cote
- g. UBCM – Thank you letter to Dr. Carr, CEO of Island Health – P.Cote **13-14**

*THAT the Regional Hospital Board of Directors receives Reports a-g.*

**9. UNFINISHED BUSINESS**

**10. LATE BUSINESS**

**11. QUESTION PERIOD**

**12. ADJOURN**



# Alberni-Clayoquot Regional Hospital District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 10, 2014

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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**DIRECTORS PRESENT:** Penny Cote, Chairperson, Chairperson, Electoral Area "D" (Sproat Lake)  
Cindy Solda, Vice-Chair, Councillor, City of Port Alberni  
Eric Geall, Electoral Area "A" (Bamfield)  
Mike Kokura, Electoral Area "B" (Beaufort)  
Tony Bennett, Electoral Area "C" (Long Beach)  
John McNabb, Electoral Area "E" (Beaver Creek)  
Lucas Banton, Electoral Area "F" (Cherry Creek)  
John Jack, Councillor, Huu-ay-aht First Nation  
Jack McLeman, Councillor, City of Port Alberni  
Josie Osborne, Mayor, District of Tofino  
Bill Irving, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Teri Fong, Manager of Finance  
Mike Irg, Manager of Planning and Development  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 3:56 pm.

**The Chairperson recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.**

### 2. APPROVAL OF AGENDA

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated with late item: Email from Dr. Williams, Chief of Staff, WCGH regarding the Practice Readiness Program for International Medical Graduates.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **Board of Directors Meeting – August 13, 2014**

*MOVED: Director Jack*  
*SECONDED: Director McLeman*

*THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on August 13, 2014 be adopted.*

**CARRIED**

**4. PETITIONS, DELEGATIONS & PRESENTATIONS**

**5. CORRESPONDENCE FOR ACTION**

**6. CORRESPONDENCE FOR INFORMATION**

- a. ISLAND HEALTH**  
Pilot Project Offering Rapid HIV tests Coming to Two Vancouver Island Pharmacies
- b. BC Emergency Health Services**  
Community Paramedicine Pilot in Port Alberni

*MOVED: Director Bennett*  
*SECONDED: Director Osborne*

*THAT correspondence a-b be received.*

**CARRIED**

**7. REQUEST FOR DECISIONS & BYLAWS**

- a. Administrative Memorandum**  
MFA Debt Issue #518

*MOVED: Director Bennett*  
*SECONDED: Director Jack*

*THAT the Regional Hospital District Board of Directors receives this memorandum.*

**CARRIED**

- b. Administrative Memorandum**  
Finance Warrant No. 475

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 475 in the amount of \$30,206.64 dated August 31, 2014.*

**CARRIED**

**8. REPORTS**

**a. Bamfield Outpost Hospital – E. Geall**

Director Geall provided a brief update on the Bamfield Outpost Hospital. The helipad was closed for a couple of months while a neighbour was doing construction. No were no adverse affects from the closure. They continue to work on an ambulance for Bamfield.

**b. Alberni-Clayoquot Continuing Care Society – J. McNabb – No Report**

**c. IH Capital Planning Committee – P. Cote/C. Solda – No Report**

**d. West Coast Native Health Care Society – P. Cote – No Report**

**e. Tofino General Hospital – J. Osborne/B. Irving – No Report**

**f. Alberni-Clayoquot Health Network – P. Cote – No Report**

**g. Other Reports**

The Chairperson reported on an email received from Dr. Williams, Chief of Staff, WCGH requesting support for the Practice Readiness Program for International Medical Graduates.

*MOVED: Director Bennett*

*SECONDED: Director McLeman*

*THAT the Regional Hospital Board of Directors write a letter supporting Port Alberni as the first site in British Columbia for the Practice Readiness Program for International Medical Graduates.*

**CARRIED**

**9. QUESTION PERIOD**

**10. ADJOURN**

*MOVED: Director Osborne*

*SECONDED: Director Banton*

*THAT this meeting be adjourned at 4:08 pm.*

**CARRIED**

Certified Correct:

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Penny Cote,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer

Excellent care, for everyone,  
everywhere, every time.



September 17, 2014

Ref# 16072

Penny Cote  
Chair  
Alberni-Clayoquot Regional Hospital District  
3008 Fifth Ave  
Port Alberni, BC V9Y 2E3



Dear Ms. Cote:

Thank you for your letter dated August 25, 2014 regarding Tofino General Hospital (TGH). Island Health recognizes and understands your interest in the capital infrastructure and planning and we are pleased to provide you with additional information that outlines Island Health's commitment to the hospital and health and wellness in your communities.

The challenge of aging health capital infrastructure, including facilities and equipment is not unique to your community – it is a challenge faced by health care providers across the country as we deal with buildings that are getting older and limited funds to build new ones. Addressing the backlog of capital needs will take years. While we recognize that the new hospitals in Victoria and Courtenay, and the new health care centre in Oceanside are not located in your communities, residents of the Alberni-Clayoquot Regional District will benefit from the state of the art care these facilities provide or will provide. Vancouver Island has been fortunate over the last few years to benefit from significant capital funding from the Province.

Please be assured that Island Health recognizes the need to address the aging infrastructure at TGH. Our Rural Programs department has identified a capital upgrade as a priority project. At the same time, with finite capacity and resources, Island Health has many competing capital priorities. At this point, replacement of Cowichan District Hospital remains the next highest priority major capital project. Island Health is reviewing our major project priorities later this year, and we expect this process will offer further insight about the priority of TGH relative to other major capital projects. While we recognize TGH needs redevelopment, the timing of this is subject to availability of capital funding from the Province.

With regards to the TGH helipad, it was constructed in 1988 and certified under heliport standards at the time. In 2010, a number of deficiencies were identified by Transport Canada that could not be addressed for the heliport to maintain certification status and remain open. Since the helipad closure, the airport has been used for air evacuations. As this situation is not ideal for patients and care providers, alternatives have been reviewed that would locate the helipad closer to the hospital.

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**Executive Offices**

Located at 2101 Richmond Road | Victoria, BC V8R 1J8 Canada  
Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

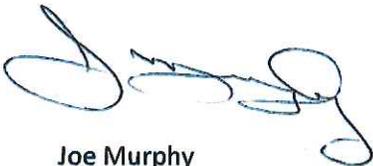
Tel: 250-370-8699 | Fax: 250-370-8750  
[viha.ca](http://viha.ca)

This includes an option to construct an elevated helipad adjacent to the hospital that would allow direct transfer from hospital to helicopter via the TGH roof. As this option is costly and due to the need to redevelop the hospital, Island Health continues to pursue other alternatives.

Please be assured Island Health's Executive Leadership is aware of the infrastructure deficiencies of Tofino General Hospital and the helipad.

Thank you again for writing, and we look forward to continuing our work with you to improve the health and wellness of Alberni-Clayoquot residents.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Joe Murphy', with a large, stylized flourish at the end.

**Joe Murphy**  
Vice President  
Operations & Support Services

cc: Scott Fraser, MLA for Alberni-Pacific Rim  
Chiefs and Councils, Nuu-chah-nulth Central Region First Nations  
Brennan McDonald, Regional Director – Vancouver Island, FNHA  
Chris Sullivan, Director, Capital Planning, Island Health  
Cecil Rhodes, Corporate Director, Facilities Operations, Island Health  
Kathryn Kilpatrick, Manager, Rural Health, Island Health  
Arlene McGinnis, Chairperson, Tofino General Hospital Foundation

**From:** Island Health Communication <[Communication@viha.ca](mailto:Communication@viha.ca)>

**Date:** September 12, 2014 at 9:01:18 AM PDT

**To:** Island Health Communication <[Communication@viha.ca](mailto:Communication@viha.ca)>

**Subject: Island Health News: Residents to be Surveyed about Changes to the Delivery of Health Care in Oceanside**

[viha.ca/news](http://viha.ca/news)



## NEWS RELEASE

September 12, 2014

### **Residents to be Surveyed about Changes to the Delivery of Health Care in Oceanside**

Oceanside – As part of Island Health’s commitment to improving health services in Oceanside, 6,000 households in the Oceanside community will receive a mail-in survey during the week of September 15 asking residents about their experiences with the health care system.

“Island Health is committed to providing services at the Oceanside Health Centre that meet the needs of the community,” said Sujata Connors, Director, Oceanside Health Services, Island Health. “This survey will provide us with valuable information on how we can continue to improve delivery of health care services to the residents we serve.”

In September 2013 a sample of Oceanside area residents were invited to complete a survey to provide their input on what health care service delivery was like in the community prior to the opening of the Oceanside Health Centre. Feedback from last year’s survey showed that many Oceanside residents have a strong desire to have input into what health care services are available in their community.

Now that the Oceanside Health Centre has been open for one year, the survey is being conducted again.

The survey is part of a broader evaluation study being carried out in conjunction with researchers at the University of Victoria, Dalhousie University and McMaster University. The evaluation aims to see what differences Island Health’s new model of care and service at the Oceanside Health Centre and in the community has made in the delivery of healthcare services to residents. The

survey will also be used to help compare the previous experience residents had with the health care system and their experiences over the past year since the Oceanside Health Centre has been open.

Island Health anticipates sharing the findings of the survey evaluation with the community in the spring of 2015.

“The Oceanside Health Centre and the services it provides support residents of Oceanside and visitors to the community,” said Connors. “By completing this survey you are actively participating in the ongoing refinement of our services.”

The mail-in survey is being distributed by Canada Post to a random sample of households in Oceanside – from Nanoose to Bowser including Lasqueti Island. Households that receive the survey are being asked to participate regardless of whether or not they responded to the first one. The mail-in survey is anonymous and completing it is voluntary.

The Oceanside Health Centre opened in June 2013 and is operated by Island Health. Located at 489 Alberni Highway in Parksville, the facility provides patients with team-based primary and community

services that focus on prevention, wellness and disease management, as well as urgent care services that provide same day medical care for medical issues that require immediate attention.

More information about the Oceanside Health Centre is available at [www.viha.ca/locations/oceanside.htm](http://www.viha.ca/locations/oceanside.htm).

**Media Contact:**

Valerie Wilson  
Communications  
Island Health  
250-739-6303

*This Island Health notice has been sent to media, MPs, MLAs, mayors, Island Health leaders, foundations and regional hospital district chairs on Vancouver Island. View online at [viha.ca/news](http://viha.ca/news).*

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**M E M O R A N D U M**

**TO:** Regional Hospital District Board of Directors  
**FROM:** Andrew McGifford, Accountant  
**DATE:** October 2, 2014  
**RE:** Finance Warrant No.476

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**Recommendation:**

That the Regional Hospital District Board of Directors approves Finance Warrant Number 476 in the amount of \$3,515.28 dated September 30, 2014.

**Chief Administrative Officer Comments:**

Concur

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**IMPLICATIONS OF THE RECOMMENDATION**

1. **GENERAL**

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. **TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS** – none

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

5. **RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN**

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. **COMMUNICATIONS ISSUES** - none

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Submitted by: Andrew McGifford, Accountant

**Alberni-Clayoquot Regional Hospital**  
**Cheque Register - Detail - Supp.**



**AP5100**  
**Date :** Oct 02, 2014

**Page : 1**  
**Time :** 12:08 pm

**Supplier :** 0050 To 912  
**Trans. Date :** 01-Sep-2014 To 30-Sep-2014  
**Cheque Date :** 01-Sep-2014 To 30-Sep-2014  
**Cheque No. :** All  
**Batch No. :** All

**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date		Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description			Debit	Credit	
<b>1850</b>	<b>VANCOUVER ISLAND HEALTH AUTHORITY</b>						
1012	26-Sep-2014		Issued	23	C	3515.28	
SEPT9/14	01-4-6030-000	ACCOUNTS PAYABLE			3515.28		
Invoice Description -->		P-238					
<b>Total :</b>					3515.28	0.00	3515.28
<b>Supplier Total :</b>					3515.28	0.00	3515.28

<b>Total Computer Paid :</b>	<u>3,515.28</u>	<b>Total EFT PAP :</b>	<u>0.00</u>	<b>Total Paid :</b>	<u>3,515.28</u>
<b>Total Manually Paid :</b>	<u>0.00</u>	<b>Total EFT File Transfer :</b>	<u>0.00</u>		



October 2, 2014

Dr. Brendan Carr, CEO  
Island Health  
1952 Bay St.  
Victoria, BC V8R 1J8

Dear Dr. Carr,

Thank you for your time meeting with the ACRD Chair, Cindy Solda and myself Penny Cote, ACRHD Chair and ACHN Chair, on September 23<sup>rd</sup>, 2014. This allowed us to have a conversation with you on some important issues regarding the Alberni-Clayoquot Regional Hospital District and the Alberni-Clayoquot Health Network.

The ACRHD and ACHN are excited to work with Island Health to continue to move toward making improvements within the Region that have been identified by the poor Health Indicators of the area. The LHA 70 review and the IH strategic review are all contributing to identifying improvements within the health system.

The continuation of the ACHN has been identified and endorsed by over 200 community members and organizations and continues to grow with more commitments all the time. Support from Island Health is critical to the continuation of growth and development of this all-encompassing group. The commitment and knowledge that is being brought to this group far outreaches any stand-alone organization. We all recognize the advantage of working together and hope to be supported to continue working for the improved health of the area. We at the ACHN are looking forward to working with our newly formed Table of Partners to assist in organizing and giving direction to our Health Network Working Groups.

I look forward to working with the other Health Networks on Vancouver Island and beyond to share our best practices and results as we move towards the future. At the initial meeting of the Alberni-Clayoquot, Mount Waddington, Salt Spring, Sooke, Cowichan and Oceanside Health Networks, which met April 3, 2014, we all shared the same identified challenges. Even though each network initially looked similar, we realized they are all unique with different requirements. We did however identify one common cooperative support, this would be a shared website amongst all networks, that could be hosted by Island Health, giving us the ability to bridge our efforts.

Transportation is one of our goals identified. We have completed a transportation study, which has enabled us to move to the next stage. To do this we are looking for recommendations to find solutions to connecting the rural and remote residents with safe, affordable ability to move easily around the community and connect with beyond.

#### Point form of ACRHC and ACHN issues

- Continued support of the ACHN by IH
  - o Additional funding
  - o Transportation study to plan for a regional Transportation system that is safe affordable, accessible and efficient that connects the West Coast to Port Alberni and beyond.
  - o We request the Ministry appoint a member of staff to meet with the ACHN to discuss a potential role.
- Piloting the Practice Readiness Program for International Medical Students  
(Allowing Canadian Medical Students to easily return and practice at Home in BC Communities.)
- Piloting the Community Paramedicine Program  
(Working within the Alberni Valley on an on-going basis and one day per month in the West Coast communities of Tofino, Ucluelet and Bamfield.)
- Prioritizing Tofino General Hospital and Helipad Capital Planning  
(Rainbow Gardens- ability to deliver services to new hospital)
- Extend the WCGH ER – More beds open in the West Coast General Hospital

It was noted that there was an element of Economic Stimulant that evaluated the rating of priority for a new Island Health Capital Planning. It must also be recognized that in the ACRD, there is a Population increase in First Nations populous and Tourism which also needs to be accounted for.

Thank you for your time and candid conversation. I look forward to future discussions regarding the opportunities for the ACRHC and IH to work together to improve the Health of our area.

Yours truly,



Penny Cote